

Attachment 5
Exhibit Log

Exhibit 1
EPA Records Request

EPA MS4 PROGRAM COMPLIANCE INSPECTION - Towson University Towson, Maryland

October 7-8, 2013

Pre Inspection Questionnaire and Records Request

Note - The EPA Inspection Team would like to request, if possible, that an electronic copy of the items denoted in red text be provided by the week prior to the inspection.

Program Management/Kick-off Meeting						
Item No.	Document(s) Requested	Document Provided (please select Yes/No)	Formal Title(s) of Document(s) Provided and Date/Version	Department Responsible for Document(s)	Web Link to Document(s) Provided (Yes/No; please provide web address information)	Additional Information Regarding Requested Item (Comments/Notes)
1	Permit Notice of Intent					
2	MS4 Annual Report (last three most recent Reporting Years)					
3	Program organizational chart and/or a description of the departments and personnel involved in the implementation of your MS4 program and their responsibilities					
4	Map of the permitted area and receiving waters, basins, and segments, including any TMDL or 303(d) listed waters					
5	Any formal agreements with other entities or local governments for implementation of your MS4 programs (e.g., memoranda of understanding)					
Illicit Discharge Detection and Elimination (IDDE)						
Please Provide a Description of the Departments/Divisions Involved in Program Element and Brief Description of Responsibilities:						
Item No.	Document(s) Requested	Document Provided (please select Yes/No)	Formal Title(s) of Document(s) Provided and Date/Version	Department Responsible for Document(s)	Web Link to Document(s) Provided (Yes/No; please provide web address information)	Additional Information Regarding Requested Item (Comments/Notes)
6	Ordinance or other regulatory mechanism(s) to provide for entering onto private property to investigate and eliminate illicit discharges to MS4.					
7	Procedures for receiving and investigating public/employee complaints (e.g., call center and online reporting system)					
8	Inventory of reported incidents of illicit discharges/connections/spills and resolution (most recent Reporting Year)					
9	A map/GIS showing the extent of the storm drain system.					
10	Written procedures to field screen storm drain outfalls on a consistent basis.					
11	Records of field screening and tracking for storm drain outfall screening.					
12	Written procedures to detect and address non-stormwater discharges to the MS4, including enforcement procedures to address illicit discharges					
13	Example/case file of an illicit discharge incident where enforcement was used (ideally full extent of enforcement authority)					
14	Methods to inform public employees, businesses, and the general public of illegal discharges and improper waste disposal.					

Pollution Prevention/Good Housekeeping for University Operation**Please Provide a Description of the Departments/Divisions Involved in Program Element and Brief Description of Responsibilities:**

Item No.	Document(s) Requested	Document Provided (please select Yes/No)	Formal Title(s) of Document(s) Provided and Date/Version	Department Responsible for Document(s)	Web Link to Document(s) Provided (Yes/No; please provide web address information)	Additional Information Regarding Requested Item (Comments/Notes)
15	Map/inventory of University facilities and properties within the permitted area (e.g., road maintenance facilities, stockpile sites, storage and material handling areas, etc.)					
16	Documentation for municipally owned activities permitted under NPDES or any other State or federal water pollution control program.					
17	Documentation for BMPs or runoff controls geared toward fleet yard and building maintenance activities.					
18	Developed pollution prevention or good housekeeping procedures for municipal facilities and activities.					
19	Any MOUs or other binding contracts between the Permittee and other entities to assist in compliance with the MCM.					
20	Employee/maintenance personnel training plan, records, and syllabus pertaining to pollution prevention/good housekeeping (most recent Reporting Year)					

Construction Site Stormwater Runoff Control**Please Provide a Description of the Departments/Divisions Involved in Program Element and Brief Description of Responsibilities:**

Item No.	Document(s) Requested	Document Provided (please select Yes/No)	Formal Title(s) of Document(s) Provided and Date/Version	Department Responsible for Document(s)	Web Link to Document(s) Provided (Yes/No; please provide web address information)	Additional Information Regarding Requested Item (Comments/Notes)
21	Map/inventory of current active construction sites in the permitted area showing location					

Post-Construction Stormwater Management**Please Provide a Description of the Departments/Divisions Involved in Program Element and Brief Description of Responsibilities:**

Item No.	Document(s) Requested	Document Provided (please select Yes/No)	Formal Title(s) of Document(s) Provided and Date/Version	Department Responsible for Document(s)	Web Link to Document(s) Provided (Yes/No; please provide web address information)	Additional Information Regarding Requested Item (Comments/Notes)
28	Map/inventory of post-construction stormwater management practices within the University's jurisdiction					
30	Mechanism to ensure adequate long-term operation and maintenance by the owner of structural post-construction stormwater management practices					
31	Procedures for post-construction stormwater management practice inspection and enforcement (including applicable checklists)					
32	Records of inspections and maintenance of post-construction stormwater management practices (most recent Reporting Year)					
33	Documentation of training for City staff that conduct post-construction stormwater management practice inspections					

In Addition to the Numbered Items Requested Above: Provide Any Other Documents or Tools You Believe Demonstrate Program Development and Structure.				
Item No.	Formal Title of Document Provided (including Date/Version)	Department Responsible for Document	Web Link to Document Provided	Additional Information Regarding Document Provided (Comments/Notes)

Exhibit 2

Example Towson Tiger Today (“T3”) Publication from 2006

Search TU



T³ – Towson Tigers Today

[TU home](#) | [T3](#) | [Want to get dirty for a good cause?](#)

Want to get dirty for a good cause?

by [Eric Martinez](#) on March 10, 2006 in [General](#)

The Annual Towson Stream Clean Up will be held this year on Saturday, April 1 from 9-12. We start at 9:00 a.m. in Susquehanna I and II and we then head out to locations all over campus. We need all members of the Towson Community to help us ?pick-up? and make the streams ready for spring.

If you can help, please register before spring break with either the Office of Student Activities [410-704-3301] or the Environmental Science and Studies Office [410-704-4920]. For more information contact (lmorton@towson.edu). This is part of the regional Project Stream Clean sponsored by the Alliance for the Chesapeake Bay.

Share this:

About Eric Martinez

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Related Posts:

[Notice to Campus](#)

[The Road to Publication with "Genie Wishes" Author Elisabeth Dahl](#)

[Reminder: Proper Disposal of Medical Needles & Syringes](#)

[Maryland's new cell phone and seat belt law taking effect today](#)

[Transnational Labor Migration in the Arab Gulf States](#)

Announcements

◀ Question of the Week Winner Announced!

Hang Out With UGC! Bowling Trip Today! ▶

T³ – Search



Categories

Faculty/Staff (4602)

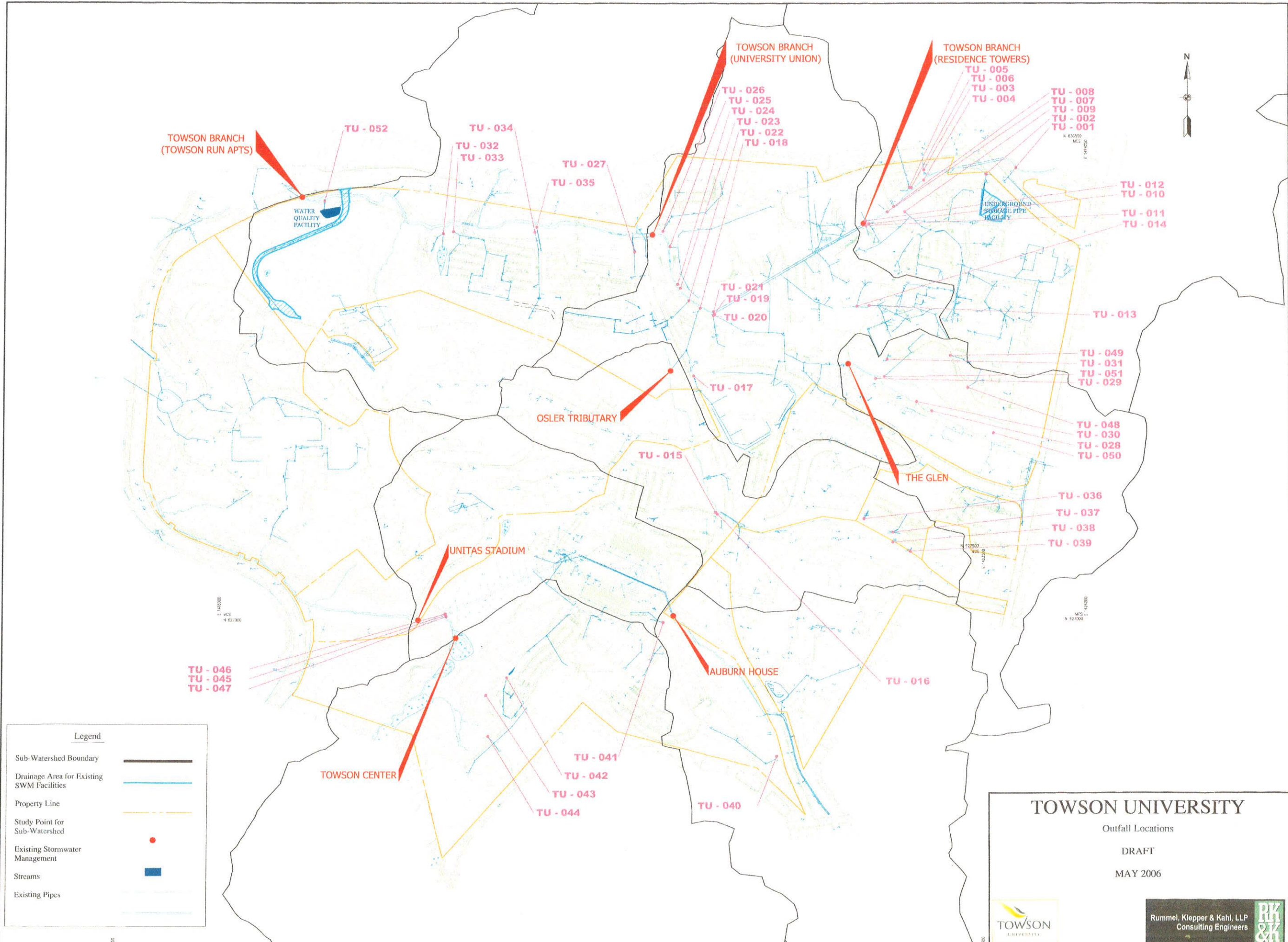
General (11263)

Students (10547)

Important Posts

[Contingent and Student Employee Timesheets Due Early \(Oct. 3\)](#)

Exhibit 3
Outfall Inspection Inventory



Legend

- Sub-Watershed Boundary
- Drainage Area for Existing SWM Facilities
- Property Line
- Study Point for Sub-Watershed
- Existing Stormwater Management
- Streams
- Existing Pipes

TOWSON UNIVERSITY

Outfall Locations

DRAFT

MAY 2006

TOWSON UNIVERSITY

Rummel, Klepper & Kahl, LLP
Consulting Engineers

RK&K

Exhibit 4
Towson University Police Department Manual of General Directives

1.100 AUTHORITY (1.2.1)

1.102 GENERAL POLICE AUTHORITY ESTABLISHED (1.2.2)

Consistent with **Education (ED) §13-601**, police officers employed by the Towson University Police Department are members of the University of Maryland Police Force and are peace and police officers in this State.

1.104 AUTHORITY & LIMITS (1.2.5, 2.1.1, 2.1.2, 74.3.2)

- A. The accompanying table lists statutes and other directives that grant or limit the police authority of Towson University Police Officers.
- B. The list is provided as a guide and is not intended to represent or fully describe all statutory permissions or limits on police authority.

Authority	Reference	Authority	Reference	Authority	Reference
Adult Protective Custody – May take adults into protective custody & Transport them to medical facilities	Estates & Trusts §13-709	Emergency Psychiatric Services – May take persons into custody & petition for emergency psychiatric evaluations.	Health General §10-622	Limited Extrajurisdictional Authority – May exercise.	Criminal Procedures §2-102
Armed Forces Deserters – May arrest deserters from the armed forces.	10 USC 808	Emergency Vehicles – May disregard specific traffic related laws in emergency vehicles.	Transportation §21-106	Parole Violators – May arrest parole violators.	Correctional Services §6-107
Arrest – May make arrests & enforce the general criminal laws of the state.	Criminal Procedures §2-101 & §2-202	Escapees – May arrest escapees.	Correctional Services §3-214	Safety Equipment Repair Orders – May issue for violations of motor vehicle safety & equipment regulations.	Transportation §23-105
Arrest Warrants – May be served only by peace officers & deputy sheriffs	MD Rule 4-212	Firearms – May carry upon training & qualification.	COMAR 12.04.01 & 12.04.02	Search Warrants – May serve & execute.	Criminal Procedures §1-203 & MD Rule 4-601
Arrests – May make warrantless arrests & generally related to the laws of arrest.	Criminal Procedures §2-202, et. seq.	Fresh Pursuit – May exercise authority during fresh pursuit.	Criminal Procedures §2-301, et. seq. & Education §13-601	STATE LAW ENFORCEMENT COORDINATING COUNCIL – MAY ENFORCE MARYLAND LAWS WHEN ACTING UNDER AUTHORITY GRANTED BY THE COUNCIL	EXECUTIVE ORDER 01.01.2012.03
Civil Citations – May issue civil citations for certain alcohol related violations.	Criminal Law §10-119	Fugitive Arrests – May arrest wanted fugitives, including for NCIC terrorist warrant hits.	Criminal Procedures §9-109 & §9-114	Traffic Arrests – May arrest without warrants for certain violations of the Maryland Vehicle Law.	Transportation §26-202
Criminal Citations – May issue criminal citations in lieu of custodial arrests for applicable violations.	Criminal Procedures §4-101 & MD Rule 4-201	Handguns – Active & retired law enforcement officers may carry concealed weapons in specified circumstances.	18 USC 926B & 18 USC 296C	Traffic Citations – May issue for certain violations of the Maryland Vehicle Law.	Transportation §26-201
Custody of Defendants – May transport & maintain custody of defendants outside agency's jurisdiction to Commissioner.	Criminal Procedures §2-106	Jurisdictional Limits – Geographical limits established.	Criminal Procedures §2-102 & Education §13-601		
Direct & Regulate Traffic – May direct & regulate traffic.	Education §13-601 & Transportation §25-102	Juveniles – May take juveniles into custody in specified situations.	Courts & Judicial Proceedings §3-8A-14		

1.106 OATH OF OFFICE (1.1.1)

- A. All officers hired by the agency will, upon completion of mandated training or appointment as lateral transfer officers, achieve sworn status only after being certified by MPTC and executing an oath of office administered by the Chief or designate. The Chief will achieve sworn status only by executing an oath of office administered by the university president or designate.
- B. Officers will abide by the oath of office to:
1. Bear true faith and allegiance to the United States of America and to the State of Maryland;
 2. Uphold and defend the Constitution of the United States and the Constitution of Maryland;
 3. Serve the University System of Maryland, protect life and property, and enforce the law; and
 4. Obey orders of the Governor, the Board of Regents, and superior officers according to the rules, regulations, and values of the agency.
- C. Printed oaths of office will be signed by affiant officers and the Chief. Originals will be presented to the affiant officers with copies maintained in officers' personnel files.

1.108 PRIMARY & CONCURRENT JURISDICTION

1.108.02 Primary Jurisdiction (2.1.1)

The primary jurisdiction of the Towson University Police Department is that property that is owned, leased, operated by, or under the control of the University System of Maryland

1.108.04 Memorandums of Understanding – Generally (2.1.2)

Consistent with permissions established under ED §13-601, this agency has executed memorandums of understanding for the coordination of law enforcement responsibilities (MOUs) with the Baltimore County Police Department (BCPD) and Baltimore Police Department (BPD). Copies of these documents are available on the agency's organizational drive (O:\MOUs)

1.108.06 MOU – BCPD (2.1.1)

- A. This section synthesizes certain sections of the MOU with BCPD. Consult the complete document for details.
- B. **Criminal Enforcement:**
1. TUPD is responsible for investigating all on-campus crimes except those specified in the next item.
 2. BCPD is responsible for investigating on-campus:
 - a. Homicides and attempts;
 - b. Unattended deaths, including suicides and deaths of persons under 18;
 - c. First and second degree rapes and first and second degree sex offenses and attempts; and
 - d. Physical or sexual child abuse and attempts.
 3. BCPD units who are using on-campus roadways and witness criminal acts will initiate appropriate police responses and ensure TUPD is notified to respond to render appropriate assistance.
 4. TUPD units who are using concurrent jurisdiction roadways listed in C.2 and witness criminal acts will:
 - a. Initiate appropriate police responses to stabilize the situations and ensure BCPD is notified for dispositions; and
 - b. If involving CDS, take appropriate enforcement actions and ensure Precinct 6 is promptly notified to facilitate joint enforcement results.
- C. **Traffic Enforcement:**
1. TUPD is responsible for on-campus traffic enforcement and accident investigation except for:
 - a. Fatal accidents; and
 - b. Accidents involving vehicles owned by Baltimore County.
 2. TUPD has concurrent jurisdiction on these roadways immediately adjacent to campus for on-view traffic enforcement, traffic control during special events, and parking enforcement only to the extent of immediate public safety interests:
 - a. York Rd. from Stevenson Ave. to Burke Ave.;
 - b. Towsontown Blvd. from Burke Ave. to Charles St.;

- c. Burke Ave. from York Rd. to Towson-town Blvd.;
 - d. Osler Dr.; and
 - e. Cross Campus Dr.
3. TUPD may engage in off-campus, pre-planned traffic enforcement on portions of these roadways that are contiguous to and associated with campus:
- a. Towson-town Blvd. from Burke Ave. to Charles St.;
 - b. Burke Ave. from York Rd. to Towson-town Blvd.;
 - c. Osler Dr.;
 - d. Cross Campus Dr.

1.108.08 MOU – BPD (2.1.2)

- A. This section synthesizes certain sections of the MOU with BPD. Consult the complete document for details.

B. Criminal Enforcement:

- 1. For the property located at 3903 Greenway, Baltimore, MD 21218, the TUPD has concurrent jurisdiction on that property, surrounding curtilage, sidewalks and roadways and is responsible for investigating all crimes occurring there except those specified in the next item.
- 2. BPD is responsible for being the lead investigating agency for:
 - a. All deaths;
 - b. Shootings;
 - c. Rape and first and second degree sex offenses;
 - d. Third and fourth degree sex offenses involving children; and
 - e. Physical or sexual child abuse.

C. Traffic Enforcement:

- 1. TUPD has concurrent traffic enforcement authority for the purposes of on-view traffic enforcement and safe traffic control on:
 - a. Greenway from 39th St. to Highfield Rd.; and
 - b. Kemble Rd. from Greenway to Juniper.
- 2. TUPD has concurrent parking enforcement authority on those roadways indicated only to the extent of immediate public safety interests.

1.108.10 Jurisdiction Map (2.1.1)

- A. At least one official map detailing jurisdictional boundaries is maintained in a location determined by the Chief.
- B. See **1.150 Jurisdiction Reference Map** for a reduced version of the agency's primary and concurrent jurisdiction map.

1.120 EXTRAJURISDICTIONAL AUTHORITY

IMPLEMENTATION (1.2.5)

- A. **CP §2-102** allows police officers in the State to take certain law enforcement actions throughout the state without limitations as to jurisdiction provided that officers are acting in accordance with regulations adopted by their employing units to carry out the extrajurisdictional authority.
- B. This directive implements regulations for Towson University Police Officers to exercise limited extrajurisdictional authority consistent with **CP §2-102**. Officers may exercise limited extrajurisdictional authority if:
 - 1. They are participating in joint investigations with officials from any other state, federal, or local law enforcement agencies at least one of which must have local jurisdiction; or
 - 2. They are rendering assistance to other police officers; or
 - 3. They are acting at the request of local police officers or State Police Officers; or
 - 4. Emergencies exist.
- C. Emergencies, as defined in **CP §2-101**, means sudden or unexpected happenings or unforeseen combinations of circumstances that calls for immediate actions to protect the health, safety, welfare, or property of individuals from actual or threatened harm or from unlawful acts.
- D. Officers:
 - 1. Must not be in a police powers suspended status;
 - 2. Are considered, at all times and for all purposes, on-duty employees of this agency;
 - 3. May serve arrest warrants only in conjunction with the lawful exercise of jurisdiction under this authority;

1.300 POLICIES (12.2.1.f)

The policies contained in this section are broad-based statements of agency principles that provide framework for the development of agency procedures, rules, and regulations. This section does not constitute all of the agency's policies. Other policies, although not specifically labeled as such, are found throughout the agency's directive system.

1.302 MISSION & VALUES (12.2.1.a, 1.2.9, 26.1.3)

"The mission of the University Police, Towson University is to provide a safe and supportive environment for the university community through professional law enforcement, prevention of crime, intervention with offenders, problem solving, and community participation. Integrity, fairness, and service will guide our every action as we fulfill our commitment to the university and each other."

1.302.05 Integrity

The integrity of employees must be above reproach. The dishonesty of a single officer may impair public confidence and cause suspicion upon the entire agency. Employees must avoid any conduct that might compromise the integrity of themselves, fellow officers, or the University Police.

1.302.10 Fairness

- A. Agency employees must treat everyone with respect, dignity, and act without improper basis. The recognition of individual dignity is essential in our society. Employees are responsible for protecting this right. Employees are expected to extend an even and unbiased delivery of law enforcement services to all segments of the community. Unfairness and intolerance directed at any segment of our society is itself intolerable.
- B. The agency conducts proactive patrol, assertively investigates suspicious persons and circumstances, and actively enforces the law. Agency personnel must have reasonable suspicion or probable cause supported by specific articulable facts that persons contacted regarding their identities, activities, or locations have been, are, or are about to commit crimes or are

currently presenting threats to property or the safety of themselves or others.

1.302.15 Service

Agency employees must provide dedicated and compassionate assistance, promote leadership, cooperation, and creativity, and aspire to improve the quality of life in partnership with the university community.

1.304 CODE OF ETHICS (1.1.2, 26.1.1)

- A. The agency has adopted codes of ethics for sworn and civilian employees.
- B. All employees will receive ethics training when they are hired and additionally at least biennially.

1.304.10 Law Enforcement Code of Ethics

The Law Enforcement Code of Ethics, as published by the International Association of Chiefs of Police, is adopted as an ethical code and standard of conduct for this agency's police officers.

"As a law enforcement officer, my fundamental duty is to serve the community, to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation and the peaceful against violence or disorder; and to respect the constitutional rights of all to liberty, equality and justice.

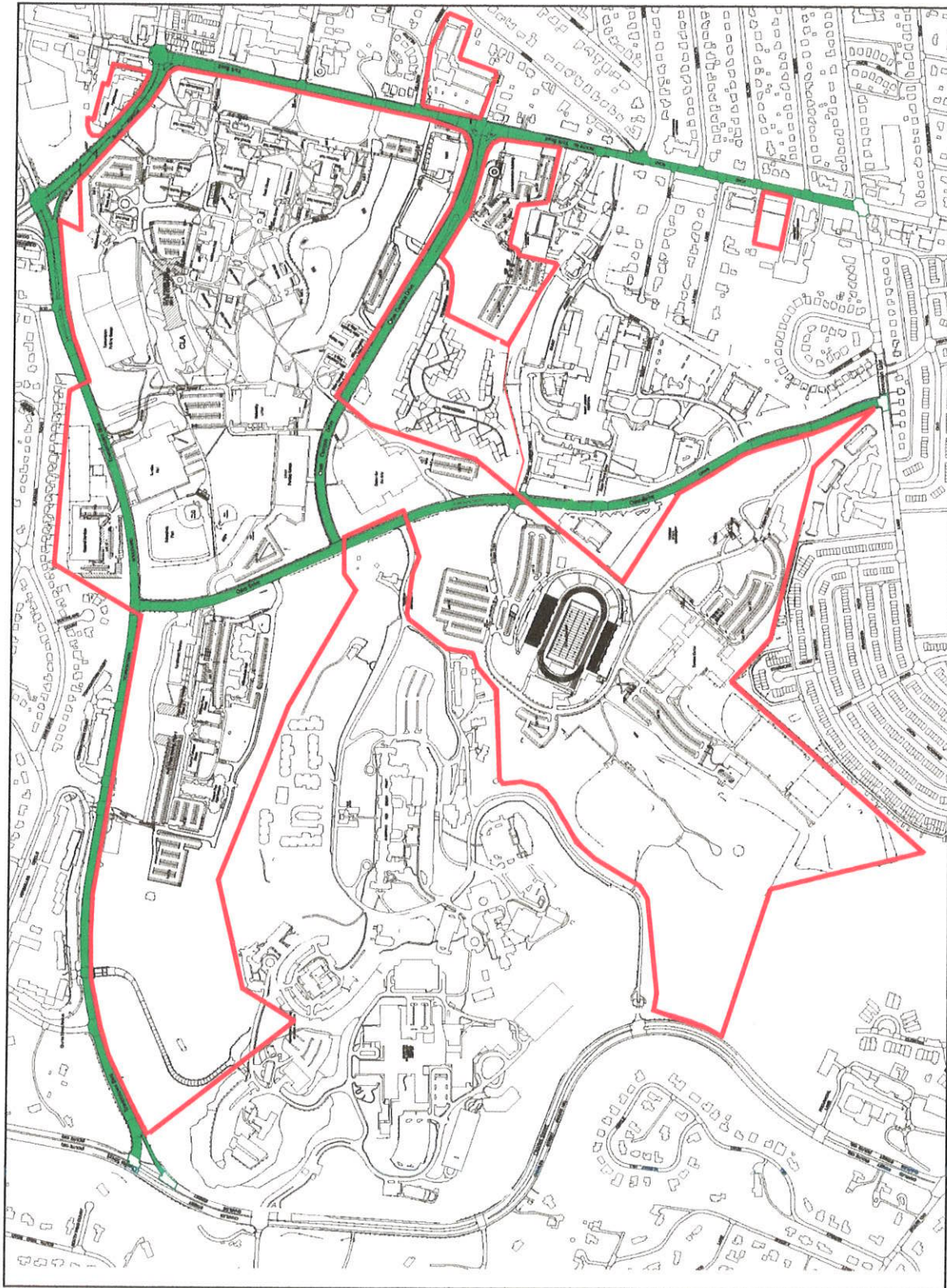
I will keep my private life unsullied as an example to all and will behave in a manner that does not bring discredit to me or my agency. I will maintain courageous calm in the face of danger, scorn or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed both in my personal and official life, I will be exemplary in obeying the law and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, political beliefs, aspirations, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear

1.150 JURISDICTION REFERENCE MAP (2.1.1)

- A. Boundaries in **RED** = Primary Jurisdiction.
- B. Roads in **GREEN** = Concurrent Jurisdiction.

Main Campus



3903 Greenway, Baltimore, MD

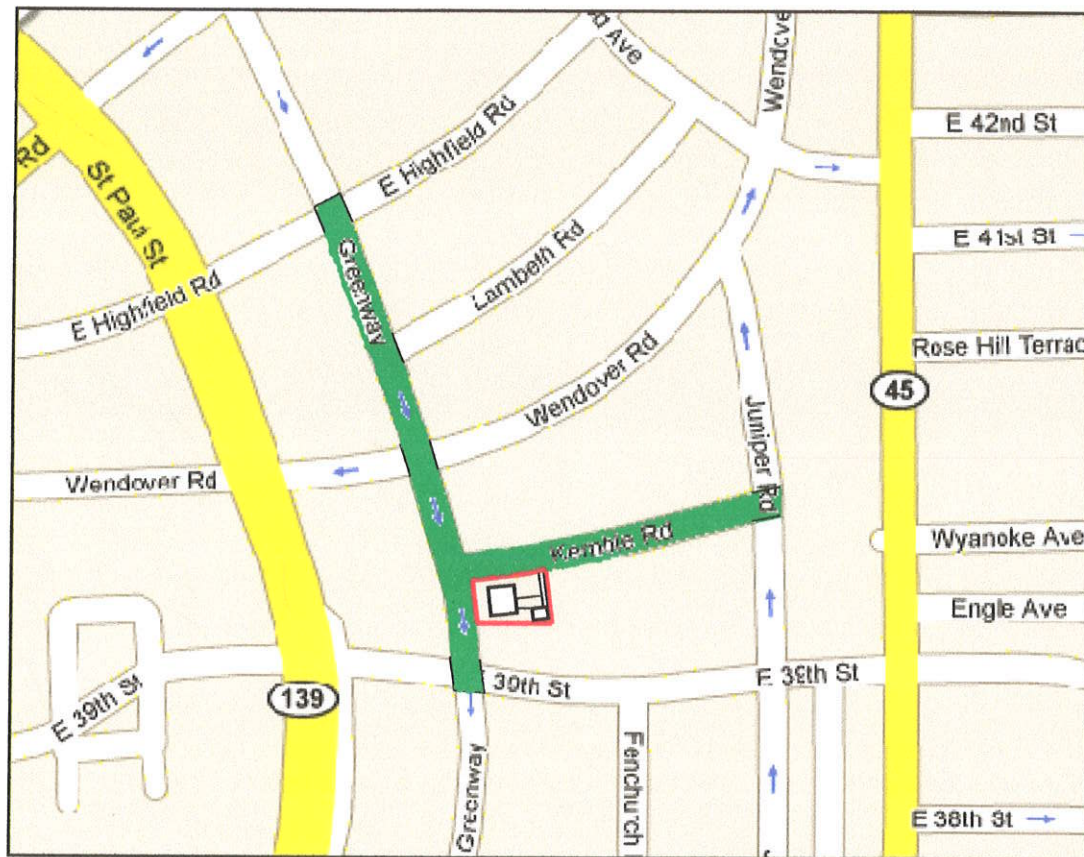


Exhibit 5
University Policies and Procedures

12?



University Policies and Procedures

07-05.25 –DISCIPLINARY ACTIONS FOR EMPLOYEES

Purpose

Towson University has established this policy and these procedures to address employee conduct. Disciplinary action may be taken by a supervisor to correct or modify unsatisfactory job performance and unacceptable personal conduct.

Definitions

- I. Unsatisfactory Job Performance – occurs when, in the supervisor's reasonable opinion, an employee fails to satisfactorily meet job requirements as set forth in the employee's job description or as directed by the appropriate supervisor. In determining whether an employee's performance is unsatisfactory, a supervisor shall consider any one or a combination of the following factors:
 - A. the quality of work
 - B. the quantity of work
 - C. work habits
 - D. the timely performance of work
 - E. related analysis, decisions, or judgment
 - F. the accuracy of the work
 - G. the appraisal of result-oriented expectations and behaviors
 - H. absenteeism or tardiness
 - I. the ability to follow instructions, directions, and procedures
 - J. the appropriateness of work performed
 - K. ability to work well and display appropriate interactions with co-workers, supervisors, and customers

- L. other factors that, in the opinion of the supervisor, are appropriate to determine whether an employee's performance constitutes unsatisfactory job performance
- II. Unacceptable personal conduct – The determination of unacceptable personal conduct is made by the immediate supervisor, based on what is reasonably expected of an employee in the work unit, without the need for issuing prior warning that these behaviors are unacceptable. Unacceptable personal conduct includes:
- A. job-related conduct that constitutes a violation of state or federal law or USM and/or Towson University policies and procedures
 - B. conviction of a felony or an offense involving moral turpitude that is detrimental to, or impacts the employee's service to the University
 - C. the violation of written or unwritten work rules that the employee should reasonably be expected to be aware of
 - D. falsification of the University employment application or other employment documentation
 - E. insubordination
 - F. misuse of University property or resources, including records or funds
 - G. unjustified interference with the order, safety, or efficiency of the work unit
 - H. unauthorized disclosure of private, confidential, proprietary, privileged or controlled information or records
 - I. falsification of records or reports
 - J. unauthorized possession, use or distribution of alcohol or controlled substances, or being under the influence thereof at the work unit or while on University business away from the work unit
 - K. improper or unsafe operation of a vehicle owned or leased by the University
 - L. possession or use of any firearms or other dangerous weapons on University premises or while conducting University business off campus, unless such possession or use has been authorized by the University
 - M. theft or unauthorized possession of University property
 - N. harassment or discrimination, while at work and/or on University business, based on race, color, religion, gender, national origin, sexual orientation, age, disability,

or other basis prohibited by state or federal laws and University policies and procedures

- O. other acts that, in the reasonable opinion of the supervisor, constitute unacceptable personal conduct

General

- I. Disciplinary action, as set forth in this policy, should take place at the time the infraction occurs, as soon as it is known to the employee's supervisor or the University, or as soon as possible thereafter.
- II. Towson University administers corrective discipline that is proportionate to the severity and frequency of the employee's unsatisfactory performance or unacceptable personal conduct. Where appropriate, disciplinary action may be applied in graduated steps known as progressive discipline. The severity increases as the employee progresses through the steps. This policy is not intended to require a specified sequence of discipline. At all times discipline must be administered in a fair manner and without regard to race, color, sex, age, sexual orientation, disability, religion or national origin. The Employer/Employee Relations Manager is available in the Office of Human Resources for consultation on disciplinary matters.
- III. The supervisor must contact the Employer/Employee Relations Manager in the Office of Human Resources prior to imposing any of the following disciplinary actions:
 - A. suspension
 - B. demotion
 - C. termination
- IV. When appropriate, the employee shall be given coaching on how to correct poor performance or improper behavior, and the opportunity to demonstrate improvement.
- V. All written disciplinary action documentation must be signed by the supervisor and the employee acknowledging receipt of the action. If the employee refuses to sign the document, the supervisor shall write "employee refused to sign" on the disciplinary action. The supervisor shall send a copy of the document marked "confidential" to the employee's last known address.
- VI. All disciplinary action documentation must be sent to the Employer/Employee Relations Manager in the Office of Human Resources. These documents will be filed in the employee's personnel file.
- VII. The supervisor shall advise the employee of their grievance rights and give the employee a copy of the Towson University Policy on Grievances for Regular Non-exempt

Employees, the Towson University Policy on Special Appeals for Regular Non-exempt Employees or the Implementing Procedures on Grievances for Regular (non-faculty) Exempt Employees depending on whether the employee is exempt or non-exempt.

Behavioral Modification

Counseling Memo – Minor problems can often be corrected through a verbal discussion between the supervisor and the employee. A Counseling Memo is not considered discipline; however, it is usually the first step in modifying an employee's performance/behavior. The Counseling Memo should include:

- I. the reason for the Counseling Memo;
- II. a specific description of the performance deficiencies or improper behavior;
- III. performance and/or behavioral expectations for the future;
- IV. a specific and reasonable time for improvement to occur;
- V. the consequences of failure to improve the performance or improper behavior;
- VI. the supervisor's signature; and
- VII. a line for the employee's signature with the statement, "I hereby certify that I have received a copy of this document, and I understand that my signature implies neither agreement nor disagreement."

Types of Discipline

- I. Written Reprimand – The reprimand shall include the same elements as outlined above under Behavioral Modification, Counseling Memo. Supervisors may request the Employee Reprimand Form through the Office of Human Resources or they may use a memo or letter format. If a memo or letter is used, it should reference the fact that this is a reprimand.
- II. Suspension Without Pay – A suspension is a period of leave without pay, generally from one (1) to twenty (20) calendar days, depending on the seriousness of the infraction and the individual situation. All suspensions must begin no later than three (3) working days following the alleged infraction or knowledge of the alleged infraction, with the exclusion of Saturdays, Sundays and legal holidays. All suspension days must be consecutive. Suspensions for continued habitual infractions are typically imposed in the following order: 1, 3, 5, and 10 days. Supervisors shall consult with the Employer/Employee Relations Manager in the Office of Human Resources prior to initiating the suspension. Suspension forms are available in the Office of Human Resources.

- III. Demotion – Non-exempt employees may be involuntarily demoted for cause. The supervisor shall consult with the Employer/Employee Relations Manager and the Employment, Compensation and Classification Manager in the Office of Human Resources prior to initiating a demotion of an employee.
- IV. Termination – Regular Non-exempt Employees who are no longer serving a probationary period must be terminated “for cause.” Regular Exempt Employees are employed on an at-will basis and shall be terminated in compliance with the USM Policy VII-1.22 Policy on Separation for Regular Exempt Employees and the Towson University policy 07-01.22 Separation of Regular Exempt Employees. Supervisors contemplating termination of an employee must first consult with the Vice President, Associate Vice President for Human Resources or the Employer/Employee Relations Manager. The President or Associate Vice President for Human Resources shall sign the termination letter. A Personnel Separation Form, available on www.new.towson.edu/hr, the Forms Repository, must be completed by the Department and sent to the Office of Human Resources.

Contact

Contact the Office of Human Resources’ Employer/Employee Relations Manager at 410-704-6016 for more information.

Responsibility: Associate Vice President of Human Resources
Authorization:
Date:
Effective Date: 6/23/2005

Exhibit 6
Towson University Student Code of Conduct



[skip to section links](#)

Campus Life

POLICIES AFFECTING STUDENTS

Code of Student Conduct

I. Student Rights and Responsibilities

A. Preamble

Academic institutions exist for the transmission of knowledge, the pursuit of truth, the development of students, and the general well-being of society. Free inquiry and free expression are indispensable to the attainment of these goals. As members of the academic community, students should be encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth. Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students should exercise their freedom with responsibility. The responsibility to secure and respect general conditions conducive to the freedom to learn is shared by all members of the community. The present code is designed to establish policies and procedures which provide and safeguard this freedom.

B. Purpose

Towson University's mission to the community at large is one of academic excellence and achievement. To that end, its campus community must be one wherein respect for the individual pursuit of academic excellence and achievement is given priority. In order to foster this environment, it is incumbent upon students to conduct themselves within the framework of the reasonable rules and regulations designed to enhance and protect the academic environment of the university. By specifying behavioral standards and by establishing fair and efficient processes for adjudicating conflict, the university seeks to protect the environment in which learning is nurtured and respect for that goal is continually afforded.

C. Individual Rights and Responsibilities

1. Access to higher education

- a. Within the limits of its facilities, the institution and its courses, programs and activities shall be open to all applicants who are qualified, according to its admission requirements.
 1. The institution shall, in the university *Undergraduate Catalog*, make clear to the students the standards of its programs.
 2. Admission to Towson University shall be in compliance with federal and state laws and regulations that prohibit illegal discrimination.

2. Classroom Expression

- a. Discussion and expression of all views relevant to the subject matter are permitted in the classroom, subject only to the responsibility of the instructor to maintain order and reasonable academic progress.
 1. Faculty comportment shall be in accordance with standards set forth by the American Association of University Professors.
 2. Students shall not be penalized for expressing controversial views relevant to the subject matter in class.
- b. Evaluation of a student's academic performance shall be neither prejudiced nor capricious.

3. Personal Expression

- a. Discussion and expression of all views is permitted within the institution subject only to requirements for the maintenance of order. Support of any cause, by orderly means which does not disrupt the operation of the institution, is permitted. Refer to Towson University Policy on Time, Place, and Manner (06-04.11) <https://inside.towson.edu/generalcampus/tupolicies/>.
- b. Students, groups and campus organizations may invite to hear any persons of their own choosing, subject only to the requirements of the use of institutional facilities and regulations of the university and the Board of Regents of the University System of Maryland.

addressed; or any other conduct which is sufficiently severe, pervasive or persistent so as to interfere with or limit a person's ability to participate in, or benefit from the services, activities, or opportunities offered by the university.

21. The term "event-related misconduct" is defined as serious misconduct that is related to university-sponsored events, including athletic events. Event-related misconduct includes rioting, vandalism, fire-setting, or other misconduct related to a university-sponsored event, occurring on or off-campus, that results in harm to persons or property or otherwise poses a threat to the stability of the campus community.
22. Preponderance of evidence is that evidence which, when fairly considered, produces the stronger impression, has the greater weight, and is more convincing as to its truth when weighted against the evidence in opposition thereto.

C. Scope

1. Generally, student or group conduct subject to institutional discipline is limited to: on-campus actions; off-campus actions which affect the university community or the university's pursuit of its mission, policies or procedures; off-campus actions by officially sponsored organizations, groups, or NCAA teams; or actions on university property which is leased to, or managed by, an entity other than the university.
2. However, a student charged with a violation of federal, state, or local laws for off-campus behavior may be disciplined by the university without a university hearing or informal investigation when: the student is found guilty by a court of law; the student pleads guilty or nolo contendere to the charges; or, the student is given probation before judgment.
 Allegations of off-campus event related misconduct (see definitions) must be supported by a report, statement or accusation from a law enforcement agency in whose jurisdiction the misconduct is alleged to have occurred.
 Additionally, interim or final disciplinary action may be taken before any court action is completed. Examples of charges that may result in action include acts of violence, drug- and alcohol-related violations, and a citation for a disorderly house. Such action will be taken only after a limited investigation by the Office of Student Conduct & Civility Education. The student will be offered a meeting with a university official to discuss the incident.
 In situations where a student is not able to meet with a university official, interim action may still be taken pending a meeting with the student.
 Any interim action shall be reviewed, and appropriate final action taken, at the student's request or at the university's discretion, when a final court decision is rendered or when the university receives additional persuasive evidence.
3. Some conduct clearly disturbs only the campus environment; when such behavior occurs, the university shall take internal action.
4. When there is evidence that a student has committed a crime on campus, disciplinary action at the university will normally proceed independently of pending criminal charges, including when charges involving the same incident have been dismissed or dropped. The student may then be subject to civil authorities as well as internal disciplinary action.
5. When a student is charged with a violation of one or more provisions of this Code, a letter listing the charges will be given or sent to the student within a reasonable amount of time. At a meeting with a representative of the Office of Student Conduct & Civility Education, the student will be informed of :
 - a. Specific violation(s)
 - b. Description of alleged incident
 - c. Hearing or informal investigation procedure
 - d. Rights of appeal

D. Prohibited Conduct

The following misconduct is subject to disciplinary action:

- 1a. Intentionally furnishing false information to the institution; this includes lying to university officials.
- 1b. Forging, altering or using instruments of identification or institutional documents with intent to defraud, or to otherwise benefit there from.
- 1c. Possession of false identification (e.g., a false driver's license).
- 2a. Disruption or obstruction of teaching, research, administration, disciplinary proceedings, or normal university operations.
- 2b. Disruption or obstruction of university-sponsored activities or events.
- 2c. Off campus conduct that is disorderly and disrupts others in the community.
3. Lewd, obscene or indecent behavior.
4. Physical abuse of any person.
- 5a. Unwanted physical contact or threat of physical contact with a university official.
- 5b. Threats of violence or placing a person in fear of imminent physical injury or danger.

- 5c. Any endangering conduct that imperils or jeopardizes the health or safety of any person or persons, including oneself.
- 5d. Stalking of any person.
- 6. Inflicting mental or emotional distress upon a person through a course of conduct involving abuse or disparagement of that person's race, religion, sex, creed, sexual orientation, age, national origin or disability.
- 7. Acts that invade the privacy of another person.
- 8. Violation of the university policy prohibiting sexual harassment and/or the university sexual assault policy.
- 9. Abuse of any person; this includes verbal, written, e-mail, or telephone abuse.
- 10. Intentionally or recklessly damaging, destroying, defacing or tampering with university, public or personal property of another.
- 11a. Uncooperative behavior and/or failure to comply with proper instructions of officials acting in performance of their duties.
- 11b. Event-related misconduct. (see definitions).
- 12. Violation of published institutional regulations and policies.
- 13. Violation of state, federal and local laws.
- 14. Unauthorized presence in institutional facilities.
- 15a. The possession or use of illegal drugs, unauthorized controlled substances, or drug paraphernalia when not in accordance with established policy.
- 15b. The sale, distribution or intent to distribute, and/or manufacture of illegal drugs or controlled substances when not in accordance with established policy.
- 16. The possession or use of any firearms or instrument which may be construed as a weapon, without express permission of the University Police.
- 17. The possession of explosives, fireworks, or pyrotechnic paraphernalia on campus.
- 18a. The possession or use of alcoholic beverages in the following manner: by any person under 21 years of age; or, possession of, or consumption from, an open container in any public area which has not been approved by Towson University; or, a person 21 years of age or older purchasing for, serving to, or otherwise distributing alcohol to any person who is under 21 years of age.
- 18b. Public intoxication.
- 19. The unauthorized use of or entry into university computer systems.
- 20. Violation of the university housing policy.
- 21. Violation of any disciplinary sanction.
- 22. Charging telephone or telecommunications charges to university telephones or extension numbers without authorization.
- 23. Theft, attempted theft, possession of stolen property, conspiracy to steal or misappropriation of another's property. This includes, but is not limited to, removing, possessing, concealing, altering, tampering or otherwise appropriating goods or property without authorization.
- 24. Violation of the Student Academic Integrity Policy.
- 25. Harassment of any person.
- 26. Unauthorized use of the name "Towson University" or the unauthorized use of any University trademark, service mark, logo or seal for advertising or promotional purposes in a manner that expressly or impliedly indicates the University's endorsement.

E. Penalties

The following penalties may be imposed upon students and all student organizations for violations of the Code of Student Conduct. With only two exceptions, federal regulation prohibits disclosing the outcome of disciplinary proceedings to anyone other than to the accused and to appropriate university personnel. The first exception relates to allegations of sexual assault: in those cases, the university will disclose to the victim of a sexual offense the outcome of any investigation by University Police or the Office of Student Conduct and Civility Education pursuant to the victim's complaint against the alleged perpetrator of the sexual offense. The second case relates to alcohol and drug violations: the parents of students under the age of 21 may be notified when students are found responsible for violations of the university's alcohol or drug policies.

1. **CENSURE:** A written reprimand for violation of specified regulations, including a warning that continuation or repetition of prohibited conduct may be cause for additional disciplinary action. This may include a specified period of probation.
2. **PROBATION:** Notice to the student that any further disciplinary violation, during a specified period of time, may result in suspension or expulsion from the university and/or on-campus housing.
3. **SOCIAL PROBATION:** Exclusion from participation in privileged or extracurricular institutional activities, including NCAA athletic events or practice, for a specified period of time. Additional restrictions or conditions may also be imposed. Violations of the terms of social probation, or any other violation of this Code during the period of probation, will normally result in a fine, suspension or expulsion from the university.
4. **SUSPENSION:** Suspension involves separation of the student from the university for a specified period of time and usually impairs a student's ability to pursue work at other colleges and universities. Normally, the

student will also be barred from university premises during the period of suspension. Any student who is suspended shall not be entitled to any tuition or fee refund.

5. **EXPULSION:** Expulsion constitutes permanent separation of the student from the university. Normally, the student will also be barred from university premises upon expulsion. Any student who is expelled shall not be entitled to any tuition or fee refund.
6. **EVENT-RELATED MISCONDUCT SUSPENSION OR EXPULSION:** In general, a student found responsible on a charge of event-related misconduct shall be suspended or expelled. Any decision to impose a sanction less than suspension or expulsion for university-sponsored event-related misconduct (see Definitions) must be supported by written findings signed by the vice president for Student Affairs. A record of any suspension or expulsion for university-sponsored event-related misconduct shall be noted on the student's transcript for the duration of the sanction, or longer if so specified in the final notice of sanction. A student suspended for event-related misconduct shall not be admitted to any other institution in the University System of Maryland during the term of the suspension. A student expelled for event-related misconduct shall not be admitted to any other institution in the University System of Maryland for at least one year from the effective date of the expulsion. Any student who is suspended or expelled shall not be entitled to any tuition or fee refund.
7. **SUSPENSION OF GROUP:** Suspension shall consist of the withdrawal of an organization's recognition by the university, for a stated period of time, when an organization is found to have violated regulations. Suspension shall result in complete suspension of activities of the group during the stated period of time and may also include conditions for removal of suspension.
8. **ORGANIZATIONAL DISSOLUTION:** Organizational dissolution is a sanction imposed only upon student organizations guilty of serious and/or repeated violations of these standards. The sanctions involve permanent withdrawal of recognition by the university, denial of the use of university facilities or funds, and official dissolution of the organization on the campus.
9. **RESTITUTION:** Restitution may be imposed on students whose violation has involved monetary loss or damage. Fines may be imposed in addition to restitution. Restitution becomes a financial obligation to the university and either full payment or an agreement for partial payment according to a schedule agreed to by the director of the Office of Student Conduct and Civility Education is required before a student may register for classes again, or in the case of seniors, before the student may graduate or before the diploma is released.
10. **REMOVAL FROM ON-CAMPUS HOUSING:** This sanction prohibits a student from residing in on-campus housing for a stated period of time. Any student who is removed from on-campus housing shall not be entitled to any refund of housing costs. In addition to removal, students are typically banned from being in or around (as determined by university staff) all on-campus residence halls.
11. **FINES:** Fines of varying amounts may be imposed for certain violations. Fines must be paid prior to the end of the current term, otherwise a student's registration privileges will be withheld or prior registration canceled.
12. **OTHER SANCTIONS:** Other sanctions may be imposed instead of or in addition to those specified above. For example, students may be required to participate in and complete an approved alcohol or drug educational/treatment program, students may be subject to restrictions upon or denials of university parking privileges for violations involving the use or registration of motor vehicles on campus; community service hours or research projects may be assigned; educational sanctions or workshops may be assigned; or the university housing contract may be placed on probation.

F. Standards and Procedures of Due Process

1. Students subject to suspension or expulsion from the university will be entitled to a university hearing, except as described in section C.2. With the exception of allegations of academic dishonesty (see the section below: Student Academic Integrity Policy), students subject to any other sanction will typically be entitled to an informal investigation.
2. The purpose of a disciplinary proceeding is to provide a fair evaluation of an accused's responsibility for violating disciplinary regulations. Although formal rules of evidence need not be applied, procedures shall comport with standards of fundamental fairness. Harmless deviations from the prescribed procedures shall not necessarily invalidate a decision or proceeding unless significant prejudice to an accused student or the university may result.
3. Any person may refer students or student groups or organizations suspected of violating this Code to the Office of Student Conduct and Civility Education. Allegations of violations occurring within on-campus housing should be referred to the Department of Housing and Residence Life. Those referring cases are normally expected to serve as a witness and to present relevant evidence in disciplinary hearings or informal investigations. The director of the Office of Student Conduct and Civility Education may appoint a member of the campus community to serve as an adviser to university witnesses. The role of the adviser shall be limited to consultation with the witnesses.

4. Suspensions and expulsions from the university will be made by the vice president for Student Affairs or designee. All other sanctions will be determined by the director of the Office of Student Conduct and Civility Education, or designee. In all cases, the accused will be notified in writing of any sanctions to be imposed and of his or her rights of appeal.

G. Informal Investigation and University Hearing Procedure

1. **Informal Investigation:** The informal investigation is designed to reduce unnecessary proceduralism and potential contentiousness in disciplinary proceedings. An informal investigation will normally begin with an informal, non-adversarial meeting between the accused and a university administrator, as designated by the director of the Office of Student Conduct and Civility Education. The university shall consider all matters that reasonable persons would accept as having probative value, including documentary evidence, written statements and hearsay. The accused will be given access to documentary evidence and written statements in advance or during the initial meeting and allowed to respond to them. Accused are also allowed to submit the names of appropriate and relevant witnesses. The accused will be found responsible if the university administrator decides that a preponderance of evidence supports the charges.

The following procedural protections are provided to respondents in the informal investigation :

- a. Written notice of the specific charges prior to or at the initial meeting
 - b. Reasonable access to the case file during the informal investigation or at the student's request
 - c. An opportunity to respond to the evidence and call appropriate and relevant witnesses .
2. **University Hearing:** University hearings are scheduled when a student disagrees with the charge(s) against him/her. The following procedural guidelines shall be observed for all hearings held by the University Hearing Board. The University Hearing Board will be composed of the hearing officer, who shall preside and make the final decision, and student conduct aides. In the absence of the student conduct aides, the hearing officer may hear and decide the case alone. A case may not be heard if the hearing officer is not in attendance. The hearing officer shall be responsible for submitting the hearing panel's report to the Office of Student Conduct and Civility Education.
 - a. The accused shall be given notice of the hearing date and the specific charges against him or her at least three business days in advance and shall be accorded reasonable access to the case file, which will be retained in the Office of Student Conduct and Civility Education. (In some cases, the accused may choose not to wait three days for a hearing to take place.)
 - b. The hearing will be audio recorded.
 - c. The accused will be present for the hearing. If more than one student is charged with the same incident, the university may hold a combined hearing. If the accused fails to appear, this will be stated for the record and the hearing will continue.
 - d. The accused and the complainant may be accompanied by a friendly observer. This party may not be or act as legal counsel, except when concurrent criminal charges have been filed. In this situation, counsel may not participate in the hearing, but may advise the accused.
 - e. The hearing officer shall exercise control over the proceedings to avoid needless consumption of time and to achieve orderly completion of the hearing. Any person, including the accused, who disrupts a hearing may be excluded by the hearing officer.
 - f. The accused will be found responsible if the hearing officer decides that a preponderance of evidence supports the charges.
 - g. Formal rules of evidence shall not be applicable in disciplinary proceedings conducted pursuant to this Code. The hearing officer shall admit all matters into evidence that reasonable persons would accept as having probative value, including documentary evidence, written statements, and hearsay. Repetitious or irrelevant evidence may, however, be excluded. Documentary evidence and written statements shall only be admitted into evidence if available to the accused before or during the hearing.
 - h. The director of the Office of Student Conduct and Civility Education may appoint a special hearing panel member in complex cases. Special panel members may question all parties, participate in hearing panel deliberations, and offer advice to the hearing officer.
 - i. The hearing officer's report will be presented to the Office of Student Conduct and Civility Education. The student may view the hearing officer's written report by appointment.
 - j. The accused will receive the decision in writing from the vice president for Student Affairs or designee .

H. Disciplinary Procedures for Student Organizations, Groups, and NCAA Teams

1. Student organizations, groups and NCAA teams (referred to here collectively as "group") may be charged with violations of the Towson University Code of Student Conduct.
2. When one or more members of a group are charged with a violation of the Code of Student Conduct, the university may charge the group as well. A student group and its officers may be held collectively and

individually responsible when violations of this Code by those associated with the group have received the consent or encouragement of the group or of the group's leaders or officers.

3. A position of leadership in a student group entails responsibility. Student officers or leaders cannot knowingly permit, condone or acquiesce in any violation of this Code by the group. This section of the Code is designed, in part, to hold a group and its officers accountable for any act of hazing. The express or implied "consent" of the victim or participant is not a defense.
4. The officers, leaders or any identifiable spokesperson for a student group may be directed by the vice president for Student Affairs or designee, to take appropriate action designed to prevent or end violations of this Code by the group. Failure to make reasonable efforts to comply with the vice president for Student Affairs' directive shall be considered a violation of this Code, both by the officers, leaders or spokesperson for the group and by the group itself.
5. An informal investigation, or whenever appropriate, a university hearing, for student groups will be conducted in a manner similar to the procedures listed above. Conferences shall be conducted with one spokesperson representing the group, usually the president. Any sanction listed in the Code of Student Conduct may be imposed on a group and its individual members. If individual members are subject to suspension or expulsion from the university for actions of the group, those individuals will be offered a university hearing.
6. A group may be held responsible for violations of the Code of Student Conduct resulting from the actions of its members, if the actions: arose out of activities related to the group; were encouraged, fostered or condoned by the group; were known or should have been known by members of the group; or were activities that the group could have prevented ("Group Misconduct").
7. To be held responsible for Group Misconduct, it is not necessary that the misconduct be approved by the entire group nor is it necessary that more than one group member be involved in the misconduct.
8. In determining whether a group is responsible, the university may consider, among other factors, whether the misconduct would have occurred if the participating individuals were not members of the group or whether the misconduct was encouraged, fostered or condoned by the group or whether the misconduct could have been prevented by the collective action of the group.

I. Emergency Suspensions

1. When there is evidence that the continued presence of a student on the university campus poses a substantial threat to him/herself or others, or to the stability and continuance of normal university functions, the vice president for Student Affairs or designee, may immediately suspend a student from any or all university activities, including university housing, for an interim period pending a hearing or medical evaluation. Such an emergency suspension may become effective immediately without prior notice.
2. An emergency suspension may be imposed only :
 - a. to ensure the safety and well-being of members of the university community;
 - b. to ensure the student's own physical or emotional safety and well-being;
 - c. if the student poses a definite threat of, disruption of, or interference with the normal operations of the university .
3. A student issued an emergency suspension shall be denied access, as determined appropriate by the vice president for Student Affairs or designee, to :
 - a. The entire campus, including classes;
 - b. university housing and dining facilities;
 - c. all other activities or privileges for which the student might otherwise be eligible .
4. In these cases, a university hearing or medical evaluation will be scheduled as soon as is practicable .

J. Appeal Procedures

1. Any disciplinary determination resulting in expulsion or suspension from the university may be appealed to :
 - a. the Student Appeals Committee
 - b. the president of the university
 2. Any disciplinary determination resulting in removal from on-campus housing may be appealed to: the Student Appeals Committee.
 3. Any disciplinary determination resulting in any lesser sanction except as provided below may be appealed to: the vice president for Student Affairs or designee.
- The basis for appeal of a disciplinary sanction must be one of the following :
- a. a flaw in the student's right of due process
 - b. evident bias in the decision of the hearing board or the individual conducting an informal investigation
 - c. inconsistent or overly severe sanction imposed
 - d. new evidence or insufficient consideration of all aspects of the situation

Appeals must be submitted in writing to the Office of Student Conduct and Civility Education by the deadline indicated in the sanction letter. Failure to appeal within the allotted time will render the original decision final and conclusive. Appeals shall be decided upon the record of the original proceedings, written letters

Exhibit 7

Towson University, National Pollutant Discharge Elimination System
Permit Information, dated February 2007

CAO
11/7/13

TOWSON UNIVERSITY



NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM

PERMIT INFORMATION

FEBRUARY 2007



**Towson University – National Pollutant Discharge Elimination System
NPDES Phase II Small MS4 General Permit**

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**Towson University – National Pollutant Discharge Elimination System
NPDES Phase II Small MS4 General Permit**

1.0 INTRODUCTION

1.1 Purpose of Report

The purpose of this report is to provide information to assist Towson University with complying with the requirements of the MDE NPDES General Permit for Discharges from State and Federal Small Municipal Separate Sewer Systems.

Included here is information on the minimum control measures which should be incorporated into the annual report required to be in compliance with the MDE NPDES General Permit.

2.0 MINIMUM CONTROL MEASURES

The MDE NPDES General Permit for Discharges from State and Federal Small Municipal Separate Storm Sewer Systems (General Permit No. 05-SF-5501) requires permittees to ensure that Minimum Control Measures are implemented in the area served by Towson University storm drainage systems.

This section describes how Towson University is implementing the various measures identified in the general permit and suggestions on additional activities that could be included to further comply with the permit.

2.1 Personnel Education and Outreach

MDE requires that permittees implement and maintain a personal education and outreach program to help reduce the discharge of pollutants caused by stormwater runoff.

Towson University will use the agency's webpage to disseminate information to citizens and provide links to sites relation to non-point source pollution. A website banner will also be developed to advertise the agency's stormwater program.

The personnel education program found on the website will contain information about the impacts of stormwater discharges on receiving waters, why controlling these discharges is important, and what the personnel can do to reduce pollutants in stormwater runoff.

Pesticide and Fertilizer Application

In accordance with Maryland Department of Agriculture requirements, Towson University has personnel licensed through the Department of Agriculture with a

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public agency applicator certificate. Towson University also has a pesticide public agency permit for the campus.

These permits are renewed on a yearly basis. Detailed records are kept for all pesticide applications and their annual inspections performed by the Department of Agriculture to assure their requirements are met. Paul Thomas of Landscaping Services at Towson University is responsible for all permitted pesticide and fertilizer applications.

Additional actions which could be implemented are:

- Conduct annual employee stormwater training seminars
- Educate employees on good housekeeping activities
- Post roadside signs at tributary crossings and stormwater facilities

2.2 Public Involvement and Participation

MDE requires permittees to implement and maintain a public involvement and participation program.

To comply with this requirement, Towson University will schedule and promote an annual restoration activity such as stream monitoring, storm drain stenciling, or streamside tree plantings.

Outreach and Collaboration

TU has the interest and intent to continue and expand its commitment to promoting environmental stewardship of on-campus and regional water resources. This will include additional collaboration with other land owners, agencies and citizen groups in the Towson Run and Jones Falls watersheds.

Collaborative and educational outreach efforts will include preparation by:

- TU faculty and staff
- TU students and families
- Other land owners/institutions
- Watershed and environmental non-profit organizations
- State and local government agencies

The outreach and collaborative efforts serve three main purposes:

- The University's intent to be a good steward of its natural resources
- The University's desire to lead by example regarding water resources management
- The University's commitment to fulfilling the requirements of its NPDES permit agreement

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There are numerous ways that collaborative and educational outreach efforts for water resources stewardship can be achieved. A few examples of potential efforts include:

- Grant-based partnerships and matching/in-kind services
- Joint capital improvement projects with other contributing partners
- Volunteer and community enhancement and clean-up events
- Watershed meetings, forums and community events
- On-site demonstration areas (e.g., stormwater BMPs) and interpretive signs

Among the groups that have been recently contacted regarding potential collaborative projects and outreach opportunities as a part of the stormwater management planning process are:

Organization: Baltimore Co DEPRM
Contact Name: Nancy Pentz, Natural Resources Specialist
Email: npentz@co.ba.md.us
Phone: 410-887-4488

Potential Involvement: DEPRM indicated they would be a potential partner in watershed protection including outreach meetings or forums with other organizations. Additionally, their Capital Program & Operations Section is possibly interested in doing collaborative projects such as adjacent stream restoration sections, or perhaps supporting stream restoration on TU campus through their capital improvement funds.

Organization: Chesapeake Bay Trust
Contact Name: Kerri Bentkowski, Senior Grants Manager
Email: kbentkowski@cbtrust.org
Phone: 410-974-2941

Potential Involvement: The Trust indicated they have several grant programs offered that are suitable for supporting many different environmental projects for streams, water quality and wetlands, etc., and they are available to State facilities. One suggested type of project that would be unique is a waterways, wetland or BMP project that TU students would help plan, design, implement and monitor.

Organization: Jones Falls Watershed Association
Contact Name: Halle Van der Gaag, Executive Director
Email: hvandergaag@jonesfalls.org
Phone: 410-366-3037

Potential Involvement: The JFWA is interested in exploring new opportunities to build on past collaborations with TU. Some examples of the kind of involvement

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that can occur include stream plantings and clean ups by volunteers, creation of watershed initiatives for Towson Run and Roland Run, community outreach events, and workshops (such as landscape maintenance/fertilizer use forums).

Organization: Alliance for the Chesapeake Bay
Contact Name: Lou Etgen, Senior Program Coordinator
Email: letgen@acb-online.org
Phone: 410-377-6270

Potential Involvement: The Alliance has indicated that they have suitable grant monies at this time for riparian improvements including buffer plantings. One current program is for tree planting to establish riparian forest buffers in Central Maryland, but this particular grant is restricted to private property owners. Other opportunities with the Alliance include additional volunteer events through their Restore Corps program (such as the one that occurred in the TU Glen a few years ago) for stream clean up, invasive plant removal and riparian buffer planting.

Other possible collaborative partners for watershed protection, waterway improvements and water quality enhancements include:

- Maryland Department of Transportation, State Highway Administration (Transportation Enhancement Program, and Stream Restoration/Mitigation Environmental Program)
- Maryland Port Administration (potential opportunity for water quality impacts mitigation)
- Adjacent institutions (Sheppard & Enoch Pratt Hospital, St Joseph Medical Center, and Greater Baltimore Medical Center)

Additional actions which could be implemented:

- Create a Stream Monitoring Program
- Create a Steam Clean Up Program
- Hold an annual “Environmental Awareness Day”
- Sponsor a Storm Drain Stenciling Program
- Prepare stormwater/pollution posters, brochures, bumper stickers, t-shirts, etc. and distribute campus wide
- Include a section in the Towson Student Newspaper on stormwater and pollution
- Place educational material at university libraries, unions and study halls
- Provide educational materials on the proper disposal of hazardous waste
- Provide educational materials on trash management

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2.3 Illicit Discharge Detection and Elimination

MDE requires permittees to develop, implement, and maintain a program to identify and eliminate illicit storm drain system connections and non-stormwater discharges to the maximum extent practicable.

The program developed by Towson University contains elements to field screen storm drain system outfalls, inspect the storm drain systems for the purpose of identifying the source of illicit discharges, eliminate illegal connections or illicit discharges to the storm drain system, and enforce penalties where appropriate.

2.3.1 Campus Outfall Source Identifications – Mapping

In order to identify campus outfalls, various mapping sources and procedures were used to determine outfall locations.

A combination of aerial mapping, aerial photographs, record drawings, contract drawings, visual inspection and verification were used to identify campus storm drain systems and their outfalls.

A total of 52 individual campus outfalls were identified. Storm drain mapping for the Towson University Campus is included in Appendix A.

2.3.2 Legal Right of Entry to Investigate & Eliminate Illicit Connections on Private Property

As part of the NPDES General Permit, legal means for entering onto private property to investigate and eliminate illicit storm drain system discharges is required. Since offsite storm drain sources connect and pass through systems located on the Towson University campus, this will be required.

If illicit discharges originating from sources outside of Towson University are detected or suspected, Towson University will report the suspected source to the Baltimore County Department of Environmental Protection & Resources Management to identify and eliminate the illicit connection.

2.3.3 Field Screening Investigation

A field investigation was performed during September and November 2005 where all outfalls were field screened for illicit connections. Based on the field screening, no suspected illicit connections were detected for the 52 outfalls.

As part of the annual reporting requirements, Towson University will perform, as a minimum, an annual outfall inspection.

**Towson University – National Pollutant Discharge Elimination System
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Field Screening Summary

During the field screening, each outfall was photographed and the various criteria were observed and recorded for each outfall. The Campus Storm Drain Outfall Inspection Reports & Photographs have been included in Appendix B.

The following information was observed for each outfall:

Outfall Information

- Outfall ID #
- Outfall Location
- Outfall Description/Size/Type
- Outfall Condition
- Downstream Vegetation Condition
- Outfall Structural Condition
- Description of Upstream Physical Features/Conditions

Physical Observations

- Presence of Dry Weather /Intermittent Flow
- Suspected Source
- If Dry Weather/Intermittent Flow is Present:
 - Odor
 - Color
 - Turbidity
 - Floatables
 - Deposits/Stains

Recommended Actions

Recommended Actions for outfall repair or retrofit were made based on the field conditions of each outfall.

Several degraded outfalls were identified on the Towson University campus. In addition to the restoration efforts currently underway, additional degraded outfalls should be restored. This could be done over the course of several years as budget allows. TU has a budgeted annual maintenance program and depending on the severity and cost of the identified repairs/retrofits will be prioritized and performed over the next few years.

2.3.4 Illicit Discharge Source Identification

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The following inspection procedures will be used for identifying the source of any suspected illicit discharges to the storm drain system.

Field screening data will be used to identify outfalls where illicit connections are suspected. The physical indicators such as turbidity, strong odors and colors will be used as a basis for additional investigation.

If an illicit discharge is suspected, a field sample will be taken at the outfall and analyzed by a laboratory for hazardous substances. If the laboratory analysis indicates an illicit connection, the chemical analysis may be used to determine the possible source of the connection based on facility use on campus.

Additional field investigations will be required to locate an illicit discharge. Using the storm drainage mapping, the investigation shall proceed upstream from the outfall. Upstream manholes or other structures shall be opened and checked for the suspected discharge.

If the suspected discharge is present, the investigation should proceed upstream until the suspected discharge does not appear. This procedure will help to identify the storm drain segment where the illicit connection is located.

Once this segment is located, Dye testing may be required to identify the source. Dye testing is an excellent indicator of illicit connections and is conducted by introducing non-toxic dye into toilets, sinks, shop drains and other plumbing fixtures. The discovery of dye in the storm drain, rather than sanitary sewer, conclusively determines that an illicit connection exists.

If the investigation indicates the illicit connection is not located on the Towson University Campus, then Baltimore County or the applicable (Maryland State Highway Administration, etc.) shall be informed of a possible illicit connection to their storm drainage system.

2.3.5 Enforcement and Penalty Procedures

Barbara English, Towson Universities Legal Counsel, is currently scripting a new document, titled “Campus Enforcement Procedures”, to address future infractions of illicit discharges on campus. Once approved and finalized this document will be distributed, followed and accessible to all Towson University personnel.

2.3.6 Procedures to Address Spills and Illegal Dumping

Spill Prevention, Control and Countermeasures Plan

**Towson University – National Pollutant Discharge Elimination System
NPDES Phase II Small MS4 General Permit**

In order to address spills, Towson University has several procedures in place. One of which is the *Spill Prevention, Control and Countermeasures Plan* (revision date November 17, 2006).

The *Spill Prevention, Control and Countermeasures Plan* contains elements of staff training, record keeping, plan updates, coordinating and managing spill response, inspections, preventative maintenance, enacting good housekeeping procedures and preparing annual inspection reports.

Hazardous spills occurring on the Towson University campus are delegated to appropriate personnel of the hazardous materials unit of the local fire department. Upon stabilization of the situation, a spill response contractor is responsible for cleanup. The spill response contractor is arranged with a 5-year contract through University Systems.

The current contractor is: Veolia ES Technical Solutions
105 Williw Springs Circle
York, PA 17402
Frank Seier, TU Project Manager
717-764-8677 x13

Towson University currently has a Part B Storage Permit for hazardous waste. This allows this storage of hazardous waste for an unlimited amount of time. The current procedure in place is to call and have a load picked up when a full load has been accumulated.

The *Spill Prevention, Control and Countermeasures Plan* covers the following items and facilities:

- Underground Storage Tanks
- Above Ground Storage Tanks for Emergency Generators
- Oil Water Separators
- Oil filled electronic transformers
- Drums of Lubricants
- Waster Oil Storage Tanks
- Motor Oil Storage Tanks
- Vehicle/Equipment Fueling Stations
- Hazardous Waste Storage Facility
- General Services Facility
- Landscape Services Facility
- Power Plant

Spill response equipment is staged at the Power Plant which is centrally located on campus, the General Services Facility, EHS's Equipment Storage

**Towson University – National Pollutant Discharge Elimination System
NPDES Phase II Small MS4 General Permit**

Building, several Facility Management Vehicles, EHS's trucks, Glen Towers as well as other locations on campus.

2.4 Construction Site Stormwater Runoff Control

Construction activities disturbing five thousand (5,000) square feet or more of earth or involving 100 cubic yards or more of earth movement are required to comply with the MDE Erosion & Sediment Control program to control construction site runoff. Under this program, projects are not permitted unless approved erosion and sediment control plans are provided for the project.

Towson University is subject to the Maryland Department of the Environment Compliance Division inspection who regularly inspect erosion and sediment control measures for the various campus construction projects.

To comply with this minimum control requirement, Towson University has and will continue to comply with the MDE Erosion & Sediment Control requirements.

Additional actions which could be implemented:

- Employ an erosion and sediment control/environmental inspector during construction
- Educate employees on erosion and sediment control and its importance
- Develop a SWM Inspection Program

2.5 Post Construction Management

New development and redevelopment construction activities disturbing five thousand (5,000) square feet or more of earth are required to comply with the MDE Stormwater Management requirements. Under this program, projects are not permitted unless approved Stormwater Management Plans are provided for the project.

To comply with this minimum control requirement Towson University has and will continue to comply with the MDE Stormwater Management requirements.

2.5.1 MDE – Towson University Stormwater Quality Banking Agreement

Towson University is anticipating several campus wide construction projects which will greatly change the landscape. As a result of this Towson University is pursuing a water quality banking agreement with the Maryland Department of the Environment. The official Banking Agreement was signed on July 20, 2006 and is included as Appendix C.

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This agreement will allow for flexibility in meeting the stormwater management quality requirement and the campus master planning needs.

2.5.2 Stormwater Management Master Plan

In conjunction with the above Stormwater Quality Banking Agreement Towson University has developed a Preliminary Stormwater Management Master Plan which was submitted to the Maryland Department of the Environment for their review and concurrence.

The intent of the Stormwater Management Master Plan is to be a useful tool for the university architects, planners and engineers and for the State of Maryland review agencies. The master plan will also consider, and be coordinated with any future Baltimore County watershed management plans for the Towson Run regional SWM approach. It is anticipated that future submittals to the MDE for individual site development within the campus will become more streamlined and efficient.

2.6 Pollution Prevention and Good Housekeeping

MDE requires permittees to implement and maintain pollution prevention and good housekeeping techniques and procedures to reduce pollutants from all facility operations.

The Spill Prevention, Control and Countermeasures Plan described in Section 2.3.6 of this document addresses many of these concerns including Spill Prevention, employee training and good housekeeping procedures.

All facility activities which require NPDES discharge permits are properly permitted.

RK&K met with representatives from Towson University to review their existing *Spill Prevention, Control and Countermeasures Plan* dated November 17, 2006 and conducted a campus wide viewing of current practices. We have the following comments to offer in order to provide a more thorough Pollution Prevention Plan for the university.

- Install a “bermed” area to be dedicated for loading and unloading of the three underground tank locations.
- Develop a Grease Management Plan for an existing food-based grease management problem that exists with the current food locations on campus.
- Cleanup kits and materials should be inventoried on a regular basis, check functionality and purchase new materials when needed. Develop

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NPDES Phase II Small MS4 General Permit**

a checklist and procedure for an annual inventory check. Suggest doubling the current inventory over the next two years as budget allows.

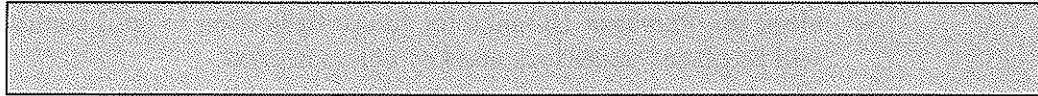
- Install a Water Quality type inlet at the first downstream location for spill control. These locations include all dumpsters on campus. Dining facilities with liquid spill history/potential should be top priority. (Newell DH, Smith Hall, Bateman's, Glen DH and the Union)
- Current practice utilizes 55-gallon drums for use as portable tanks for clean up. Purchase 10 tanks for future dedication to spill control that will be placed under lock and key unless needed.
- TU has a history of indoor water quality issues. Iron oxide accumulates in the pipes during semester breaks. TU currently flushes the pipes to reduce complaints of this problem. The water is typically flushed down the drain into the sewer system. Similarly TU flushes the fire hydrants on campus for maintenance procedures. Implement a method of outfalling the water over grass buffers as opposed to directly into the storm drain and sewer systems.
- The University has a contract with Towson Carwash on York Road to wash all campus vehicles when needed. TU policy states that "No vehicles may be washed on campus." This however is not reinforced, unless caught in the act. Educational efforts should be developed to explain the negative effects of washing cars on campus. Include penalties in the "Campus Enforcement Procedures" document.
- Educational efforts to be developed over the next permit cycle to include face to face training as well as web based internet training programs.
- Install berms and water quality inlets at the two salt barns on campus, located at Landscape Services and General Services, to limit high concentrated pollutant runoff.
- Replace the two indoor inlets in the General Services building with water quality inlets and educate employees on proper dumping and disposal procedures.

Additional actions which could be implemented:

- Develop Employee Pollution Prevention Reference Manual & Employee Training Program
- Educate employees on Good Housekeeping Procedures
- Place "Good Housekeeping" posters at various work locations throughout the campus, including campus dining facilities
- Develop an Integrated Pest Management Plan with Landscape Services
- Keep all existing and future SWM facilities in good working conditions and maintain and repair as needed.

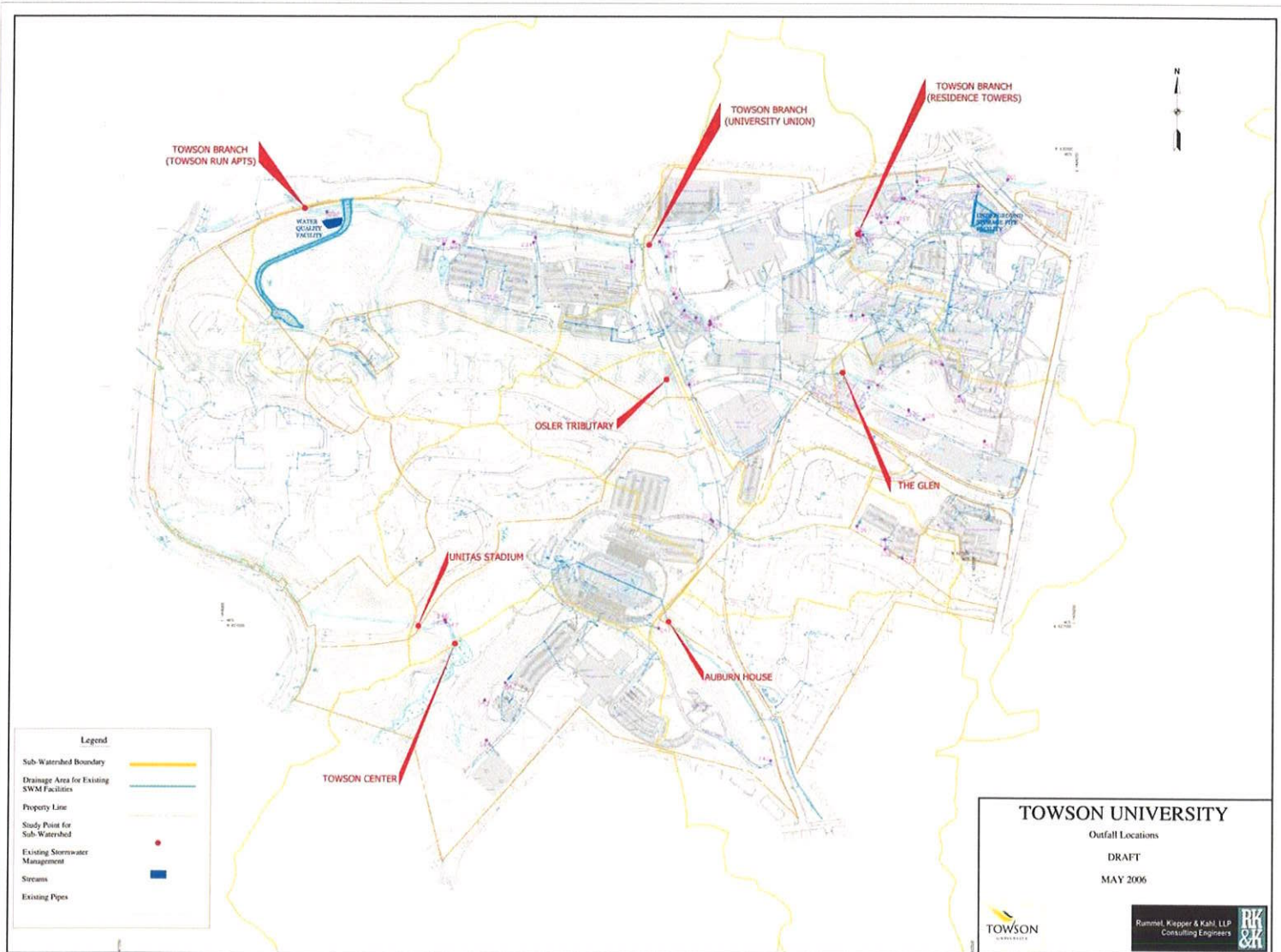
**Towson University – National Pollutant Discharge Elimination System
NPDES Phase II Small MS4 General Permit**

**Towson University
National Pollutant Discharge Elimination System
Small Municipal Separate Storm Sewer System
Permit Information**



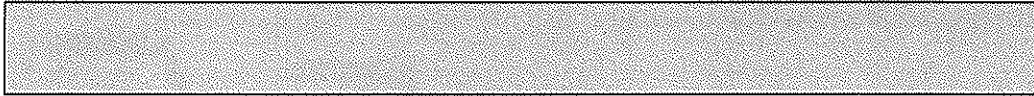
APPENDIX A

CAMPUS OUTFALL LOCATION MAPPING



Towson University – National Pollutant Discharge Elimination System
NPDES Phase II Small MS4 General Permit

Towson University
National Pollutant Discharge Elimination System
Small Municipal Separate Storm Sewer System
Permit Information



APPENDIX B

**CAMPUS STORM DRAIN OUTFALL
INSPECTION REPORTS & PHOTOGRAPHS**



**TOWSON UNIVERSITY
NPDES OUTFALL INSPECTION**



**OUTFALL NO: TU - 029
INSPECTION DATE: 09/23/05**

Exhibit 8
D-R-A-F-T Procedures for Field Screening of Stormwater Outfalls,
dated November 1, 2013

Environmental Health & Safety

8000 York Road

Towson, Maryland 21252-0001

(410) 704-5500

safety@towson.edu



Towson University
Record Item #: 10

**D-R-A-F-T
PROCEDURES
FOR
FIELD SCREENING
OF
STORMWATER OUTFALLS**

IV. PROCEDURES

1. Screenings will be performed on 10% of the University's stormwater outfalls each calendar year.
 - a. Screening will only be performed after 3 days of dry weather to reduce the possibility of weather related stormwater discharges.
2. Take the following equipment when performing Outfall screenings:
 - a. Camera
 - b. Pen/paper
 - c. Brightly colored surveyor flagging tape
 - d. Tape measure
 - e. Safety Vest
 - f. Cell phone or 2-way campus radio
 - g. Hard hat (If entering a posted construction area) -
3. Use the attached Outfall Inspection Worksheet to perform the Outfall screening
 - a. Use a separate Worksheet for each Outfall screened.
4. Locate and identify the Outfall on the Towson University Outfall drawing and record the following Outfall Information on the Worksheet
 - a. Record the TU Outfall Number
 - b. Briefly describe the Outfall Location
 - c. If available, record the Outfall GIS Coordinates
 - d. Briefly describe the physical condition of the Outfall
 - e. Record the Downstream Vegetation Condition
 - f. Briefly describe upstream physical features/stream conditions
5. Record the following physical Outfall conditions on the Worksheet
 - a. Record the presence of dry weather or intermittent flow
 - b. If available, describe the suspected source of the intermittent flow
 - i. Note if there are any odors present, such as:
 1. None
 2. Sewage
 3. Sulfides
 4. Oil
 5. Gasoline
 6. Diesel
 7. Other (Specify)
 - ii. Note the color of any Outfall discharges
 1. None
 2. Yellow
 3. Orange
 4. Brown
 5. Green
 6. Other (Specify)

- iii. Note the turbidity of any Outfall discharges
 - 1. None
 - 2. Cloudy
 - 3. Opaque
- iv. Floatables
 - 1. None
 - 2. Petroleum
 - 3. Sheen
 - 4. Sewage
 - 5. Other (Specify)
- v. Deposits/Stains
 - 1. None
 - 2. Sediment
 - 3. Oily
 - 4. Other (Specify)
- 6. If any illicit discharges are observed
- 7. Record the following recommended actions on the Worksheet:
 - a. Specify if channel/pipe/headwall repair or replacement is necessary
 - b. Estimate overall extent/size of required repair
 - c. Identify any obvious public utility conflicts/complications
 - d. Identify any additional environmental concerns, physical limitations or concerns, etc.
- 8. Photo-document the following:
 - a. General Outfall condition
 - b. Any Outfall discharges
 - c. Any Outfall defects & utility conflicts/complications
 - d. Any other additional environmental concerns, physical limitations or concerns
- 9. Make copies of all completed annual Outfall Screening Worksheets and distribute as follows:
 - a. EHS Stormwater Outfall Files
 - b. Assistant Vice President of Facilities Management - Who will distribute to the following:
 - i. Director – Facilities Management Operations & Maintenance
 - ii. Director – Facilities Management Planning & Sustainability
 - iii. Director – Facilities Architecture & Construction
- 10. Damaged Outfalls which require repairs should be repaired as soon as possible.

IV. **QUESTIONS**

Questions concerning these procedures should be directed to EHS at (410) 704-2949 or safety@towson.edu.



OUTFALL INSPECTION WORKSHEET

Inspection Personnel: _____

Date: _____

Weather Conditions: _____

Date of Last Rainfall Event: _____

Photo ID & #: _____

OUTFALL INFORMATION

Outfall ID #: _____

Outfall Location: _____

Outfall Coordinates: _____

Outfall Condition: _____

Downstream Vegetation Condition: Normal Excessive Growth Inhibited Growth

Other (Describe): _____

Outfall Structural Condition: None Spalling Concrete Cracked Concrete Metal Erosion

Other (Describe): _____

Brief Description of Upstream Physical Features/Stream Conditions: _____

PHYSICAL OBSERVATIONS

Presence of Dry Weather/Intermittant Flow: YES NO

Suspected Source: _____

If Dry Weather/Intermittant Flow is Present:

Color: None Sewage Sulfide Oil Gasoline

Other (Specify): _____

Continue on Reverse Side

PHYSICAL OBSERVATIONS, Continued

2. Color:	None	Yellow	Orange	Brown	Green
Other (Specify: _____)					
3. Turbidity:	None	Cloudy	Opaque		
Other (Specify: _____)					
4. Floatables:	None	Petroleum	Sheen	Sewage	
Other (Specify: _____)					
5. Deposits/Slimes:	None	Sediment	Oily		
Other (Specify: _____)					

RECOMMENDED ACTIONS

1. Specify if channel/pipe/headwall repair or replacement is necessary.
2. Identify overall extent/size of repair.
3. Identify any obvious utility conflicts.
4. Identify any additional environmental concerns, physical limitations or concerns, etc.

Exhibit 9
Underground BMP Map



10 below ground

● STORM WATER MANAGEMENT

BUILDING LEGEND:					
AD	ADMINISTRATION BUILDING	FH	FIELD HOUSE	TH	HARRIET TUBMAN HOUSE
AH	AUBURN HOUSE	DO	FREDERICK DOUGLASS HOUSE	HH	HAWKINS HALL
BU	BURDICK HALL	GS	GENERAL SERVICES	US	JOHNNY UNITAS STADIUM
CA	CENTER FOR THE ARTS	GD	GLEN DINING HALL	LS	LANDSCAPE SERVICES
CC	CHILDCARE CENTER	GE	GLEN ESK	LH	LECTURE HALL
BA	CLARA BARTON HOUSE	GG	GLEN GARAGE	LI	LINTHICUM HALL
LA	COLLEGE OF LIBERAL ARTS	DA	GLEN TOWER A	MC	MEDIA CENTER
CK	COOK LIBRARY	DB	GLEN TOWER B	MH	MILLENNIUM HALL
DH	DOWELL HEALTH CENTER	DC	GLEN TOWER C	DI	NEWELL DINING HALL
ES	ENROLLMENT SERVICES	DD	GLEN TOWER D	NE	NEWELL HALL
PP	POWER PLANT	RT	PRETTYMAN HALL	TD	TERRACE DALE
PR	PSYCHOLOGY BUILDING	RI	RICHMOND HALL	TC	TOWSON CENTER
TG	RESIDENCE TOWER	SC	SCARBOROUGH HALL	TR	TOWSON RUN
TM	T.U. MARRIOTT CONFERENCE HOTEL	SP	SCHUERHOLZ PARK	UG	UNION GARAGE
UU	UNIVERSITY UNION	SM	SMITH HALL	VB	VAN BOKKELEN HALL
WA	WARD HALL	SA	STEPHENS ANNEX	WE	WEST HALL
WE	WEST HALL	ST	STEPHENS HALL		
WC	WEST VILLAGE COMMONS				
WG	WEST VILLAGE GARAGE				
PH	WILLIAM PACA HOUSE				
Y2	7400 YORK ROAD				
YR	7800 YORK ROAD				

Exhibit 10
List of 10 Underground BMPs

Below ground



RWDF PM Schedule

Sent: 11/5/2013 5:03 PM

Location	Parent Location	PM ID	PM Name	Asset Name	Classification Name	Category ID	Shop Name	Frequency Desc
Burdick Hall	BU - Exterior Grounds	RWDF-BU-SA	Rain Water Detention Facility IN Burdick Hall	Rain Water Detention Facility 1 - Exterior Grounds (University Ave. Side)	Rain Water Detention Facility	EPA	Plumbing Shop	Fixed
Center For The Arts	CA - Exterior Grounds	RWDF-CA-SA	Rain Water Detention Facility IN Center For The Arts	Rain Water Detention Facility 1 - Exterior Grounds	Rain Water Detention Facility	EPA	Plumbing Shop	Fixed
Clara Barton House	CBH - Exterior Grounds	RWDF-CBH-SA	Rain Water Detention Facility IN Clara Barton House	Rain Water Detention Facility 1 - Exterior Grounds (Between CBH and FDH)	Rain Water Detention Facility	EPA	Plumbing Shop	Fixed
College Of Liberal Arts	CLA - Exterior Grounds	RWDF-CLA-SA	Rain Water Detention Facility IN College Of Liberal Arts	Stormwater Management Facility 1 - Exterior Grounds (Power Plant Side)	Stormwater Management Facility	EPA	Plumbing Shop	Fixed
Parking Lots	Lot 26 (Student next to Glen Garage)	RWDF-LOT26-SA	Rain Water Detention Facility IN Parking Lot 26	Rain Water Detention Facility 1 - Lot 26 (Near Glen Garage)	Rain Water Detention Facility	EPA	Plumbing Shop	Fixed
Public Safety Building	Exterior Grounds	RWDF-PS-M	Rain Water Detention PM Public Safety Building	Rain Water Detention Facility 1 - Exterior Grounds (Parking Lot)	Rain Water Detention Facility	EPA	Landscape Services	Day 1 of every 1 month(s)
Public Safety Building	Exterior Grounds	RWMP-PS-SA	Rain Water Microbioretention Pond IN Public Safety Building	Rain Water Microbioretention Pond 1 - Exterior Grounds (East Side)	Rain Water Microbioretention Pond	EPA	Plumbing Shop	Fixed
Public Safety Building	Exterior Grounds	RWDF1-PS-SA	Rain Water Detention 1 PM Public Safety Building	Rain Water Detention Facility 1 - Exterior Grounds (Parking Lot)	Rain Water Detention Facility	EPA	Plumbing Shop	Fixed
Public Safety Building	Exterior Grounds	RWDF2-PS-SA	Rain Water Detention 2 IN Public Safety Building	Rain Water Detention Facility 2 - Exterior Grounds (Parking Lot Perimeter At Hill In Back)	Rain Water Detention Facility	EPA	Plumbing Shop	Fixed
Towson Center	SECU - Exterior Grounds	RWDF-TC-SA	Rain Water Detention Facility IN Towson Center	Rain Water Detention Facility - Exterior Grounds	Rain Water Detention Facility	EPA	Plumbing Shop	Fixed

Exhibit 11

Excerpt from Towson University Stormwater Master Plan Report, 2006



TOWSON UNIVERSITY
SWM Master Plan Report

CAO
11/7/13
FINAL - July 2006

A total of 13 existing facilities were located on the Towson University campus providing quality treatment, quantity treatment or both. The existing facilities are located below in Table 1.

Table 1: EXISTING SWM FACILITIES		
<i>Sub-Watershed</i>	<i>No. Facilities</i>	<i>Types of Facilities</i>
Towson Run Apts.	2	Water Quality Facility, Bioretention Facility
University Union	4	Pond Facility, Precast Underground Sand Filter, Oil Grit Separator, Underground Vault Facility
Residence Tower	3	Underground Storage Pipes, Infiltration Trench, Underground Storage Pipes
The Glen	2	Underground Sand Filter, Underground Vault Facility
Unitas Stadium	1	Bioretention Facility
Towson Center	1	Swale Facility w/ Detention Structure

Of these facilities: 5 are surface facilities and 8 are underground facilities. In total, these 13 facilities provide approximately 14.13 acres of impervious treatment for existing conditions.

3.0 TU Master Plan – Proposed Conditions

3.1 Master Plan Introduction

In September 2003, Towson University published and distributed a “Master Plan Executive Summary”. Figure 6 is the Campus Master Plan as it was shown in the 2003 Summary. (This Master Plan was last updated March 2006.) Towson’s Campus Master Plan establishes a long-term vision, shared by the university and its community partners, for the successful future development of the campus. The Master Plan sets forth a framework for development of academic and student life buildings, as well as roads, parking, utilities and landscapes to support these buildings.

For planning purposes, the Campus Master Plan defines four areas on campus: the Academic Precinct, Student Life Precinct, Towson Run Precinct, and the Athletics Precinct.

3.2 Principles/Goals of Master Plan

- Reflect the University Mission of Teaching and Learning
- Strengthen the Student Learning Environment
- Improve Connections
- Create a Strong Physical Identity



81 Mosher Street
Baltimore, MD 21217
Telephone: 410-728-2900